

July 14th 2003 Programmatic Subcommittee Meeting Summary

Attendees:

Gregor Myhr – WSDOT EAO
Pat Svoboda – EES representing Parks
John Maxwell – EES representing Parks
Teresa Eturaspe – WDFW
Penny Kelly – Ecology
Scott Boettcher – Ecology
Kate Stenberg – Corps
Annie Szvetecz – DNR
Cindy Callahan – WSDOT EAO Biology Program

Summary:

- USFWS, NOAA fisheries, local agencies and counties did not have representatives at the meeting.
- Gregor discussed where the subcommittee has been, where we are at, and direction we are headed in terms of deliverables.
 - Currently working on unified conditions that leads to programmatic coverage for drainage maintenance activities.
 - The purpose of this meeting was to develop the scope of work that (at the end of this document) includes completing the unified conditions by the end of September 2003.
- The group discussed “lessons learned” from the previous programmatic effort for overwater structures and how those lessons can be applied to this new effort. Some of these lessons included:
 - It’s important to accurately define the activities to be covered in terms of methods of work and impact. This became a moving target during the last effort as the group decided to add additional activities later in the process that extended the timeline for completion.
 - It’s important to identify all the permit issues and process up front. This can best be solved by having the right representatives for the issues engaged in the process.
- The subcommittee developed a diagram of the process and end product that we are working to accomplish. The process was agreed upon by the subcommittee at this meeting and is identified in a powerpoint diagram attached to this email message.
- The subcommittee developed a scope of work (attached at the end of this document), time frame commitments and resources needed to complete the task of developing unified conditions by the end of September.
- Other issues discussed:

- Subcommittee should consider engaging the Corps to “buy-off” on the final unified conditions for overwater structures.
- Annie explained the primary link between drainage maintenance and repair activities and DNR the aquatic use authorization process.
- Subcommittee should inquire about the Tribe lawsuit regarding fish passage to determine the ability and interest that this programmatic effort may generate in contributing to streamlining permit process for culvert replacements.
- Gregor handed out a document he put together of current regulatory processes for drainage maintenance and repair activities. It was requested that the subcommittee provide comments back on that by July 22nd. The purpose of this document was to draw information from to help draft common conditions in the unified conditions document.
- The next TPEAC meeting is scheduled for July 30th. It was requested the either Penny or Scott provide TPEAC with our agreed upon scope of work at that meeting.
- EES consulting firm is representing Washington State Parks to engage in this programmatic process. The goal of their engagement is to contribute to the development of the Unified Conditions and receive programmatic approval for the same type of drainage maintenance activities that the subcommittee is addressing.

Programmatic Subcommittee “Scope of Work” for completing final signed unified conditions for drainage maintenance and repair activities

July 14th – Subcommittee meets to develop “Scope of Work” for completing final signed Unified Conditions for drainage maintenance activities.

July 28th – Gregor will provide subcommittee representatives with 1st draft Unified Conditions for drainage maintenance and repair activities. This document will be similar format to the previous UC’s developed for overwater structures. Gregor will draw from information in the “Current Regulatory Procedures for Drainage Maintenance and Repair” document to build the 1st draft unified conditions. Once the agency representatives receive this document on the 28th they will forward to their agency constituents for review and comment.

August 11th – Comments regarding the 1st draft UC’s are due back to Gregor in electronic format. These comments shall be provided to Gregor only from the agency subcommittee representatives.

August 13th – **Programmatic Subcommittee meeting scheduled from 12:30 – 4** to review and discuss the comments received regarding the 1st draft. Time will be spent considering how to incorporate comments into a 2nd draft document.

August 20th – **Programmatic Subcommittee meeting scheduled from 12:30 – 4** to continue reconciling comments received from the 1st draft and how to incorporate them into the 2nd draft.

August 25th – Gregor will send out a 2nd draft of the Unified Conditions that considers all of the comments received from the 1st draft to subcommittee agency representatives to be distributed to their constituents for review and comment.

September 8th – Comments regarding the review of the 2nd draft shall be forwarded to agency representatives and then to forwarded to Gregor.

September 9th – **Programmatic Subcommittee meeting scheduled from 12:30 – 4** to review and reconcile comments received from the 2nd draft document.

September 22nd – If needed, reserve this day for a summit meeting to render final decisions regarding unresolved or outstanding issues with the 2nd draft document.

September 30th – Based on comments received from the 2nd draft document and outcome of potential summit meeting, the subcommittee will provide final Unified Conditions for agency signatures.

*Additional considerations to this scope of work include:

- This SOW does not address any additional time that may be necessary for information gathering or analysis that may be needed to arrive at common agreement upon conditions.
- USFWS, NOAA Fisheries, local agencies and counties include jurisdictional agencies that have not engaged in this process.